

DD/A 81-2252/2

3 NOV 1981

MEMORANDUM FOR: Director of Communications
 Director of Data Processing
 Director of Finance
 Director of Information Services
 Director of Logistics
 Director of Medical Services
 Director of Security
 Director of Training and Education
 Special Support Assistant to the DDA
 Information Handling Systems Architect
 Career Management Officer, DDA
 Equal Employment Opportunity Officer, DDA
 Executive Officer to the DDA

DD/A REGISTRY
 FILE: 04m-1

FROM: Harry E. Fitzwater
 Deputy Director for Administration

SUBJECT: Weekly Report for the DCI

REFERENCE: Memo from D-DCI/DDCI Executive Staff, dtd 29 Oct 81,
 same Subject

1. Forwarded herewith is a memorandum which we have received from the Office of the DCI establishing an additional weekly report. It is requested that you include in your respective weekly reports to me any information relating to the items delineated in paragraph 2 of reference.

2. The weekly report which we have been submitting solely to the DDCI will continue in the same format as in the past.

Harry E. Fitzwater

Harry E. Fitzwater

Distribution:

- 0 - D/OC
- 1 - Ea Add'l adse
- 1 - DDA Subject w/att
- 1 - DDA Chrono w/o att
- 1 - HEF Chrono w/o att
- 1 - EO Chrono w/att
- EO/DDA ba(2Nov81)

STAT